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Office Memorandum • UNITED STATES GOVERNMENT

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TO : Mr. [REDACTED] Rm. 2213 "M"

DATE: 21 April 1955

FROM : Chief, S/OM

SUBJECT: Comments regarding Draft Memorandum concerning "Systematic Transmittal of Gaps in Intelligence as Requirements at the Close of Each Project."

Complying with a request from Chief, D/S, this Branch would like to make the following comments:

ad 1. This Branch has always considered it a matter of course not only to state the intelligence gaps discovered in working on the project but also to indicate how, in its opinion, these gaps could be reduced. This, naturally, has been done only in such cases in which steps to reduce intelligence gaps appeared feasible and necessary in the interest of U.S. intelligence.

ad 2. We doubt whether a specific form should be prescribed. We believe that the present rules cover the subject adequately. In our opinion it would suffice to tell all analysts that a listing of intelligence gaps without indicating how they could be reduced or removed would be an inadequate job.

The meaning of the term "requirement" as used in section 2(b) is not clear to us. If it is used in the usual, technical sense, this section would be almost identical with section 3. If it is intended to direct the analyst to list the direct and indirect data which are needed to reduce the gaps and to suggest specific methods of obtaining these data, this should be said clearly in the memorandum. By the way, it might not be a bad idea to request an explanation why it was not possible to get these data while work on the project was going on.

ad. 5. This goes without saying. Besides, St/I/R has issued and distributed rules and formats for such requirement memoranda long ago. If this is considered necessary at all, a reference to these rules would suffice.

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